

**JOINT MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN/  
MARIN COUNTYWIDE PLANNING AGENCY**

**THURSDAY, SEPTEMBER 22<sup>nd</sup>, 2005**

**Commissioners Present:** Steve Kinsey, Chair, Marin County Board of Supervisors  
Al Boro, Vice Chair, San Rafael City Council  
Hal Brown, Marin County Board of Supervisors  
Charles McGlashan, Marin County Board of Supervisors  
Cynthia Murray, Marin County Board of Supervisors  
Jeanne Barr, Ross City Council  
Paul Albritton, Alternate, Sausalito City Council  
Pat Eklund, Novato City Council  
Alice Fredericks, Tiburon City Council  
Melissa Gill, Corte Madera Town Council  
Joan Lundstrom, Larkspur Town Council  
Dick Swanson, Mill Valley City Council  
Lew Tremaine, Fairfax City Council  
Barbara Thorton, Alternate, San Anselmo City Council

**Commissioner Absent:** Susan Adams, Marin County Board of Supervisors  
Jerry Butler, Belvedere City Council

**Staff Members Present:** Dianne Steinhauser, TAM Executive Director  
Craig Tackabery, Marin Department of Public Works  
Assistant Director  
Tho Do, Marin Department of Public Works Associate  
Civil Engineer  
Art Brook, Marin Department of Public Works  
Transportation Engineer  
Alex Hinds, Marin CDA Director  
Michele Rodriguez, Marin CDA Principal Planner  
Jessica Woods, TAM Recording Secretary

*Chair Steve Kinsey called the Joint Meeting of Transportation Authority of Marin/Marin Countywide Planning Agency to order at 7:41 p.m.*

**Joint Meeting of Transportation Authority of Marin/Marin Countywide Planning  
Agency**

1. Countywide Planning Agency Purpose, Role, Scope, Organization Structure

Alex Hinds, Marin Community Development Agency Director, summarized the staff report and recommended that the Commission establish a Subcommittee to further

evaluate and make recommendations, which could include TAM members, City Managers and Planning Directors. Items to evaluate could include the following:

- Re-examine the mission, goals and priorities of the CWPA.
- Identify the value-added tasks that the CWPA could perform for the benefit of cities, towns and the County of Marin.
- Make recommendations about whether the CWPA functions should be incorporated into TAM's function or whether it should be a separate independent entity.
- Determine if there is a need for a future Blue Ribbon Committee to obtain additional public input.
- Identify funding and staffing needs, and potential funding sources.

Chair Kinsey noted that at the last Executive Committee meeting this was discussed at some length. There are a number of important questions, and it would make sense to create an Ad Hoc Committee of several Commissioners to work with Mr. Hinds and his staff for a limited period to discuss what is the scope, responsibilities, staffing requirements, financial requirements, and sources of funding to support an agency. The Ad Hoc Committee could then come back to TAM and if the answers to those questions were sufficiently supported by this body, then TAM could also consider a suggestion from the Committee to create some type of public involvement effort to form a mission/purpose and bring them back a formal recommendation to TAM.

Commissioner McGlashan believed a CWPA could be extraordinarily valuable to the County in regard to homeless issues, energy efficiency, health, management, best practices, Hillside Ordinances, and Green Building Ordinances. He is very interested and felt this could be incredibly useful. They could be dealing with management of density and how to have better mobility. He felt there is a rationale for keeping the CWPA with TAM and for developing a business plan that makes a case to whether this is useful enough to kick in funding to support real staff. In the short-term, he would be very happy to lead the effort with any of those interested, along with Commissioner Adams, to move forward and conduct the investigative work to make a case how the CWPA could provide value in the future.

Commissioner Tremaine agreed with Commissioner McGlashan that the County needs an organization to review the big picture. He also agreed that the nexus between transportation and planning makes this the perfect venue. He is certainly interested in serving on the Committee as well.

Commissioner Lundstrom stated there are 11 separate cities and the Board of Supervisors. In order to get the buy-in and funding, one important question that must be answered is what would this add that cannot be achieved with the existing informal cooperation. She added that the City's Manager Association and Planning Directors Association share ideas, so she sees this Committee asking the tough questions in regard to what specifically is the mission that can only be accomplished through a CWPA. She further agreed to participate on the Committee as well.

Commissioner Murray agreed with the approach. She is intrigued by integration, the integration of land use with water and energy. She believed more information is needed

in order to make a more informed decision. Also, more venues are needed to share information, so she would like to look at collaboration in order facilitate that.

Commissioner Swanson supported a notion of a Committee. His only hesitation is that the 10 bullet points would take tremendous amounts of funding and staffing. He did not think TAM has the resources to take these matters on. He felt what is attractive is the political body that works very well together and that might be appropriate to tackle some of these issues, but it is not TAM's responsibility.

Commissioner Fredericks is interested in attacking land use planning and transportation planning with a broader vision, and if this were an agency that accomplishes that in a better fashion it would be great to develop best practices. She also agreed to serve on the Committee because she is interested in resources for her own Town and the rest of the community.

The agenda item was opened to the public.

David Schonbrunn, representing, TRANSDEF, stated that the draft countywide plan in release provides a possibility of a true Countywide Plan if it is able to provide incentives to cities to follow the lead and head in the same general policy direction. He believed there is a lot of work that must be done in terms of cities working together with the County to establish a method that works for everyone. He noted that he provided comments on the scoping of the Countywide Planning EIR today encouraging the EIR to produce data such that it is compelling and convincing to City Council members to see the value of proceeding in a policy direction that the draft plan proposed. He further hoped the Blue Ribbon Committee would consider active engagement on the issues of the Countywide Plan.

Karen Nygren, Marin resident, noted that the Sierra Club has also been involved in discussing the proposal and felt TAM's hands are full with transportation. There are so many issues and maybe only one or two areas could be addressed. When talking about a CWPA it goes beyond land use and she believed they need a body to have a dialogue. It is exciting that Supervisor McGlashan is willing to take on the lead and she believed they should open themselves up to let this occur.

Representative from League of Women Voters indicated that they supported the idea of countywide planning and they welcomed this opportunity. Also, the Agency will be under the Brown Act, so there will be an opportunity for the public to discuss issues. She further recommended starting modestly.

The public input was closed.

Chair Kinsey asked for a motion.

**Commissioner Tremaine moved and Commissioner Eklund seconded, that TAM form a Subcommittee that will look at the future of the Countywide Planning Agency to be made up of TAM members and then that group will decide who to invite to the join the Subcommittee.**

Chair Kinsey requested that this group come back to TAM no later than February, and during that time the Subcommittee would review the questions provided and work with Community Development staff to determine what other resources, in terms of City Managers and Planning Directors, to draw upon to help address these issues. The Committee will make a recommendation, as well as consider, whether there is a need or value for a Blue Ribbon Committee. Also, Commissioner McGlashan will act as the Chair of that body and Commissioners Adams, Fredericks, Lundstrom and Tremaine are interested in participating as well.

Chair Kinsey added that he is a veteran of a couple years of work at MTC trying to look at the concept of planning on a regional level and whether to take a land use transportation body in the form of MTC and merge it with a multi-purpose body such as ABAG. Also, if they do move forward, and they do not create any authority in a body like this, it may well be a forum for lots of discussion and that may be sufficient. However, it also could be a place in which the frustration for the lack of ability to make those conversations turn into substantive policy will ultimately cause it to feel weak and inferior. He encouraged the Subcommittee to think hard about what level of commitment is expected from local governments if they do move forward.

**Motion carried unanimously by TAM.**

2. Open time for items not on the Agenda - None

**Transportation Authority of Marin**

*Chair Steve Kinsey called the Transportation Authority of Marin Meeting to order at 8:06 p.m.*

**1. Chair Reports**

Chair Kinsey welcomed new Executive Director Dianne Steinhauser.

Today he along with Vice Chair Boro celebrated the completion of the Seismic Retrofit on the Richmond/San Rafael Bridge.

MTC on behalf of the region received a significant grant from the State of California to allow them to do a more in depth study of “*HOT Lanes*.” It is moving forward and demonstration projects would occur in the East Bay, and the expanded study intends to look at the opportunity for hot lanes throughout the Bay Area, including the North Bay that will occur over the next 18 months.

MTC approved funding for development of a community-based transportation plan. One of these plans in the Marin City community, which will take several months to get the consultants lined up.

MTC, as part of the legislation that resolved the significant challenges of building the Bay Bridge, has taken on new responsibilities related to Bay Area bridges from Caltrans.

As a result, staff will be expanding the number of employees in order to meet the new responsibilities.

In conjunction, the Commission is looking inward through a strategic planning process to determine whether all those responsibilities that the Commission is taking on for both planning and operational responsibilities are appropriate in the new environment that they will be working in. He believed the direction anticipated is going to lead towards a shedding of some responsibilities out to Local Congestion Management Agencies for a wider range of issues. TAM passed on the opportunity earlier this year for rideshare delegation program, and there may also be situations like technical assistance programs for road management, where there is a sense that those matters can be accomplished more effectively at a local level. If they send these responsibilities out, then they must provide training and adequate funding, so the CAM can be as effective as the regional body. He stated that we could expect there will be opportunities and additional funding, but also additional challenges that will come along with it.

## **2. Commissioner Matters not on the Agenda**

Commissioner Murray asked staff to discuss the road rehabilitation projects that would be generated from Measure A as well as an overview about what each Committee is doing. Chair Kinsey responded that in development of TAM's own Strategic Plan, around February there would be a presentation in regard to the recommended list of projects.

Commissioner Murray desired the information as soon as possible in order to get as many projects done within the upcoming construction season. Chair Kinsey noted that a huge amount of work is involved including tasks like permitting, so it will take at least a year to start. He further believed communication is a very important component in order to keep the public engaged.

Executive Director Steinhauser stated that there is funding available from Prop 42 and a prediction from MTC that additional Federal funds would go to road rehabilitation, so at that time they will inform the Commission as to what is going on in the County including Caltrans efforts. Commissioner Murray stressed that roads must be addressed and if they have the ability to move forward on a particular project then they should move forward.

## **3. Executive Director's Report**

Dianne Steinhauser, Executive Director, provided TAM with a packet that included the following activities occurring in August and September for their review:

- SAFETEA-LU
- STIP Fund Estimate and 2006 STIP Schedule
- State Legislation
- Highway 101 Gap Closure funding approved by CTC
- MCTD SRTP Development
- TLC/HIP Call for Projects and Workshops
- TOD/Ped Toolkit Outreach to local jurisdictions
- MTC Releases Local Street and Roads shortfall information
- Up Coming Conferences

- ITS World Congress
- Self-Help Counties Focus on the Future
- MTC Local Streets and Road Rehab Needs

#### 4. **Commissioner Report**

##### a. **Executive Committee**

Chair Kinsey noted that the minutes of the Executive Committee were provided in their packet for TAM's consideration.

##### b. **Marin-Sonoma Narrows Policy Advisory Groups**

Commissioner Murray announced that the next meeting is on October 24<sup>th</sup> at 4:00 p.m.

##### c. **SMART**

Vice Chair Boro reported that SMART discussed Railroad Square and worked out an agreement between SMART and the City of Santa Rosa that has common goals. He added that 14 firms responded to the RFQ. On the 19<sup>th</sup> of October there will be a meeting with the public to discuss the issues and determine a more realistic number in regard to the firms. After that process, the Real Estate Committee will be working on the RFP elements and then the RFP will be sent out to whomever the Committee recommends. Also, the Board approved the agreement for sharing cost of the design phase of Cal Park Tunnel and the percentage was 43% of the cost to be paid by SMART. They had an extensive report from Assistant County Counsel about the status of the EIR who stressed that this area is extremely complicated because it includes bike and pedestrian paths, the rail line and many other items such as shuttle service.

#### 5. **Consent Calendar**

- a. Approval of TAM Minutes of July 28, 2005
- b. Approve the County Counsel's request for a Waiver of Potential Conflict of Interest, and authorize the Chair's signature on the letter.
- c. Approve amended staffing MOU to provide funds to County of Marin to fund salary adjustment of \$10,000 for acting Executive Director in recognition of extraordinary service and ongoing extra work on behalf of TAM
- d. Accept Status Report for 101 HOV Gap Closure
- e. Accept Status Report on Regional Measure 2 Project East Sir Francis Drake Blvd. Rehabilitation Roadway & Resurfacing Project
- f. Regional Measure 2 Project – Cal Park Hill Tunnel Rehabilitation and Pathway Improvements. Approve the Cooperative Funding Agreement No. A-FY05/06-008 (FA) with the County of Marin.
- g. Approve Amendment No. 1 to Interagency Agreement No. A-FY03/04-001.1 (1A)
- h. Approval of Professional Services Agreement for Data Collection for the Crossing Guard Program Agreement No. C-FY05/06-001 and authorize the Chair to execute agreement with PHA Transportation Consultants for an amount not-to-exceed \$45,700.

Chair Kinsey asked for a motion.

**Commissioner Swanson moved and Commissioner Eklund seconded, to approve the Consent Calendar with Items 5c, 5d and 5h pulled for further discussion. Motion carried unanimously by TAM.**

**Item 5d-Status of 101 HOV Gap Closure**

Commissioner Eklund expressed concern about the soundwall and asked who did the environmental review on relocating the soundwall west of the rail line. Executive Director Steinhauser referenced Item 7 on the agenda, which looks at how some of these items are proceeding. At this point, staff has been talking with SMART regarding their addressing the impacts associated with the relocation of the wall. The difficulty is that their EIR has not been published and for this wall to be included in the highway project, Caltrans needs some acceptance by SMART of responsibility for the wall. All this activity of public outreach and environmental documentation of the wall is subject to SMART's taking up their responsibility for this in the coming months, so staff would be working with SMART.

Commissioner Eklund stated that in an email that SMART staff had sent, it stated very clearly that SMART has not taken any Board action to support paying for the cost of either the design or the structure let alone the environmental review. She further believed they must look at alternatives.

Commissioner Albritton clarified that excess Gap Closure funds from Measure A would be programmed for transit. Chair Kinsey responded that the funds need to stay on the corridor until the project is completed. He explained that if the funds were not needed in Segment 3 it would be made available for Segment 4. If not needed for Segment 4, then TAM is able to use it for bicycle/pedestrian improvements, and then any balance remaining would be available for transit purposes.

Chair Kinsey asked for a motion.

**Commissioner Eklund moved and Commissioner Murray seconded, to approve Consent Calendar Item 5d. Motion carried unanimously by TAM.**

**Item 5h -Approval of Professional Services Agreement for Data Collection for the Crossing Guard Program Agreement No. C-FY05/06-001.**

Commissioner Eklund believed the request for crossing guard locations came out in late May, many schools were closing down for the summer, and so many principals were unaware of the process. She asked staff how to include other locations that did not respond. Craig Tackabery, DPW Assistant Director, responded that staff tried to contact schools and did address this situation in the proposal. He reported the staff report indicated that it is anticipated that additional locations may be requested by schools that have not responded to the survey, and staff suggests amending the contract. Staff recommends schools submit additional request for the next three or four months and then a subsequent data collection effort can take place in the spring. Commissioner Eklund announced that she would provide staff with the additional request.

Commissioner Eklund discussed the list of crossing guards and pointed out that in Novato they have a volunteer crossing guard program and asked staff if the study would include the list of existing crossing guards. Craig Tackabery responded that staff intends to collect the same data for all locations, analyze the cost effectiveness and then bring back a funding strategy.

Chair Kinsey asked for a motion.

**Commissioner Eklund moved and Commissioner Gill seconded, to approve Consent Calendar Item 5h. Motion carried unanimously by TAM.**

**Item 5c-Approve amended staffing MOU to provide funds to County of Marin to fund salary adjustment of \$10,000 for acting Executive Director in recognition of extraordinary service and ongoing extra work on behalf of TAM.**

Chair Kinsey desired an opportunity to thank Craig Tackabery and acknowledge that he provided a leadership that TAM needed as an organization. Also, he felt it is important to recognize that the new Executive Director will be leaning on Mr. Tackabery heavily during the balance of this year. TAM then thanked Mr. Tackabery for his great work and for staying engaged for the rest of the year.

**Vice Chair Boro moved and Commissioner Eklund seconded, to approve Consent Calendar Item 5c. Motion carried unanimously by TAM**

## **6. Caltrans Report**

Doanh Nguyen, representing, Caltrans, discussed the status of the bike access study on the Richmond/San Rafael Bridge that is underway by MTC to evaluate the need for the third lane and MTC will be formulating recommendations. He believed a draft would be available in October. He announced that the deck joint replacement work was completed. Also, before and during the deck replacement work on the Bridge they received on average 10 calls a week, after the work was completed they occasionally get a call, so it was very effective. In regard to the design criteria for the Bridge, the Bridge is designed to withstand two earthquakes, the Hayward fault and San Andreas Fault. The magnitude would be 7.25 for the Hayward fault and 8.0 for the San Andreas Fault.

He then discussed the Schedule for 2006 SHOPP, which is a four-year program with five categories: collision reduction; preservation of roadways, bridges, rest area, mobility; operational improvement projects; facility projects, maintenance station, construction labs, office buildings; and emergency and mandated projects. In regard to the 10-year SHOPP Plan they prepare initiation documents or scoping documents that are submitted for a statewide assessment of the need and then projects are programmed based on the projected funding available. The selection process is a statewide assessment and the assessment is based on the five categories. In terms of Schedule for the 2006 SHOPP they are completing the scoping documents by the middle of October. They submitted the draft to Caltrans Headquarters and he believed by November Caltrans Headquarters will release the interim draft for review and comments. In January the Department will submit

the final draft to CTC for review and then CTC will take action to approve the plan in April. The proposed funding plan is \$1.7 billion each year statewide for the 2006 SHOPP. Currently, the Department is working on the scoping documents. He pointed out that there are about 14 projects in Marin County. They further hope to finish all scoping documents and place on candidate list to submit for consideration.

Chair Kinsey encouraged staff to track this 2006 SHOPP list in order for TAM to participate in the appropriate manner.

Commissioner Eklund asked staff if TAM would review the 14 projects before finalization in November. Mr. Nguyen agreed to share that list with the TAM. Commissioner Eklund believed it is important for the entire Commission to review the list. Mr. Nguyen agreed.

The item was opened to the public.

Deb Hubsmith, representing, MCBC, specifically talked about the public access study on the Richmond/San Rafael Bridge. She added that there was a study completed in 1998 that showed that public access on the Bridge would be feasible, that was not accepted by Caltrans, so another study was conducted in 1999 and again it was found that crashes between bicyclist and motorist were very rare and mostly occurred at on off and on ramps. She stated that Bay Conservation and Development Commission felt providing public access would be beneficial to have maximum feasible public access. She added that this was reaffirmed by BCDC in October of 2002 when they passed a resolution urging Caltrans and the Metropolitan Transportation Commission to move forward with the project study report that would analyze how that access would happen. The contract was finally awarded for the public access study in January of 2004 and she was appointed to serve on that Committee. She was told that the study would take a total of nine months and be completed during 2004. There was one meeting and there has not been another meeting in the last 21 months. This is the first she has heard about this report. She has sent numerous inquiries and they have not heard why there is a delay. She heard that there is modeling being done as to when the third lane will be needed and wondered how that will take into account the rising gas prices, and how the impact of opening a third lane would effect adjacent communities.

The public input was closed.

Chair Kinsey indicated that he viewed a draft letter from Assembly Member Nation and by the next meeting more specific information will be reported about the process and outcome.

**7. Approval of Amendment to Professional Services Agreement with Nolte & Associates Agreement No-C-FY04/05-0001.1**

Dianne Steinhauer, Executive Director, summarized the staff report and recommended that TAM direct staff to proceed with preparation of an amendment to the Nolte & Associates contract in the range of \$750,000 – \$950,000 for design, environmental

clearance and public outreach for the multi-use path and wait to hear from SMART regarding their participation on the sound wall relocation.

Commissioner Eklund clarified that the amendment to the contract of \$750,000 to \$950,000 for the design would include analysis of the sound wall. Executive Director Steinhauser responded in the affirmative. Also, if the design work were not needed for relocation of the sound wall then the contract would be reduced by \$200,000 to \$300,000.

Commissioner Eklund recommended waiting to hear from SMART before they act because SMART has not made the commitment. The budget was approved yesterday and it did not include paying TAM for the design. She believed further clarification is needed before any agreement is made.

Chair Kinsey explained that tonight they are authorizing staff to negotiate and they are not agreeing to this amount as a fixed term. He noted that there are a number of responsibilities that have already been undertaken by the consultants, so this provides an opportunity to catch up with those and it would not commit TAM spending any dollars unless and until that is clarified with SMART.

Executive Director Steinhauser stated that there are three major components associated with cost: public outreach and environmental documentation, design and construction. All costs associated with relocation of the sound wall would be part of SMART's responsibility. Staff estimates approximately \$800,000 for the design, environmental documentation and differential construction costs.

Vice Chair Boro suggested that staff ask the following questions when discussing the issue with SMART:

- Affirm whether or not the soundwall needs to be relocated?
- Will the existing soundwall as currently planned take care of the traffic noise?
- Is there a safety issue with the train by not having a soundwall separating the community?
- If SMART agrees, where would the money come from?

Chair Kinsey asked for a motion.

**Commissioner Swanson moved and Commissioner Eklund seconded, to direct staff to proceed with preparation of an amendment to the Nolte & Associates contract in the range of \$750,000 - \$950,000 for design, environmental clearance and public outreach for the multi-purpose path and sound wall relocation.**

The item was opened to the public.

Don Wilhelm, Novato resident, asked staff if the current design produced by Caltrans includes a complete design for a bike path or is this an additional design effort that must be conducted by TAM. Executive Director Steinhauser responded that the current design of the project does not include a Class 1 Bike Facility. The assumption by Caltrans was that the bike path would be an on-street facility on Lincoln Avenue. Staff explained that the scope of this improvement came through the expenditure plan process, funding was

provided to construct a Class 1 Bike Facility. The urgency is that for those elements to be constructed it is critical to complete the design and incorporate those into the project.

Mr. Wilhelm asked staff if SMART has been presented with firm deadline dates. Executive Director Steinhauser responded that SMART is aware of TAM's schedule and they are trying to cooperate to reach a conclusion.

The public input was closed.

**Motion carried unanimously by TAM.**

**8. Safe Routes to School Program Presentation**

David Parisi, Consultant, provided a brief power point presentation, which was provided to TAM summarizing activities for the 2004-05 program and activities planned for the 2005-06 program.

Commissioner Tremaine stated that this program started as a grass roots effort and it was that character that brought it to where it is now. It is an integral part of Measure A. He expressed concern that Safe Routes to School will lose its grass roots character and did not want to see it become bureaucratic. In order for Safe Routes to School to continue to grow, it must keep its grass roots character, because when it is lost they lose the ability to communicate in the individual communities.

Commissioner Eklund commended Mr. Parisi on the work done at Novato and thanked the entire team for all their outstanding efforts. She noted that the schools participating in this program love it. She did not see any material in writing about "School Pool" and asked if they are managing that program. Wendy Kallins, subconsultant to David Parisi from Marin County Bicycle Coalition, explained that MTC decided not to include School Pool in the Rideshare program contract, but since Marin County and Pleasanton already had School Pool programs we requested that the program continue. We received word in August that MTC would provide access to the rideshare database system list, but someone in Marin must enter the data into the computer system to keep MTC free from any liability. Yesterday they received an agreement.

Executive Director Steinhauser agreed to bring the School Pool issue back for additional discussion at the next TAM meeting. TAM agreed.

Commissioner Eklund asked staff when Measure A funds would be discussed and distributed. Craig Tackabery responded that there are three programs in Measure A. First is the education and engineering program for which David presented today. Measure A started funding the program in July when existing grant sources expired. The second program was the crossing guards covered in agenda item 5.h, and the third is a safe routes capital program, that will be coming out with the Strategic Plan in March.

Commissioner Eklund assumed that Mr. Parisi would work with each community in regard to outreach to encourage new schools to participate in the Safe Routes to School Program. Mr. Parisi responded in the affirmative.

Commissioner Lundstrom is very enthusiastic about Safe Routes of Schools because Larkspur has four schools within a short distance from each other and there is a projection to add another school. There will be another 160 students added next year and there is gridlock, so carpooling must be emphasized as well. She believed it helps to have the programmatic part in order to move forward and that is the value the consultant team provides. Also, there should be general education of those who drive to “*look out for kids.*” She further stated that drivers must recognize kids crossing.

Commissioner Albritton encouraged the team to broaden the scope in regard to bus service as they move to Measure A to possibly have a crossing guard for local buses. Ms. Kallins indicated that the student Ride-n-Roll was promoted and they are working on a driver’s safety campaign as well.

Commissioner Murray recommended that outreach occur in the Spanish speaking community and all documents and materials provided about Safe Routes to School should be in Spanish as well. Ms. Kallins responded that all material is translated into Spanish. Commissioner Murray recommended having a translator attend their meetings.

Vice Chair Boro believed it would be helpful if the map could show the 35 schools that are not included in order to encourage all 62 to participate. Mr. Parisi agreed to highlight those items.

Chair Kinsey thanked Mr. Parisi for his presentation and believed this is clearly an opportunity to participate by engaging these local community groups that emerge and provide incentives to move forward. Executive Director Steinhauser recognized the tremendous amount of creativity that goes into the work and noted that it is greatly appreciated.

The item was opened to the public.

Margaret Zegart, Marin resident, appreciated this program. She expressed concern for those parking in the bike paths because unless marked “no parking” people will continue to park and there is no monitoring or enforcement. Also, on the walkabouts several people in the community must be educated not to encroach in the path. She further discussed marked crosswalks and believed it is essential that all intersections be marked.

Karen Nygren, Marin resident, noted her excitement for Ms. Kallins’ involvement and thanked her for all her efforts.

The public input was closed.

*Commissioner Brown excused himself from the TAM meeting at 9:51 p.m.*

9. **Approval of Citizens' Oversight Committee Recommendation for Professional Services Contract for Financial Audit**

Dianne Steinhauser, Executive Director, summarized the staff report and noted that the Citizens' Oversight Committee recommended that TAM authorize the Chair to execute the Professional Services Contract with RJ Ricciardi, CPA to perform TAM's financial audit for the amount of \$6,000, with a contingency of \$3,000 for any additional audit-related work, totaling an amount not-to-exceed \$9,000. Adequate funds are included in the budget for this contract

Chair Kinsey asked for a motion.

**Commissioner Murray moved and Vice Chair Boro seconded, to authorize the Chair to execute the Professional Services Contract with RJ Ricciardi, CPA to perform TAM's financial audit for the amount of \$6,000, with a contingency of \$3,000 for any additional audit-related work, totaling an amount not-to-exceed \$9,000. Motion carried unanimously by TAM.**

10. **Congestion Management Plan**

Dianne Steinhauser, Executive Director, summarized the staff report and recommended that TAM adopt the 2005 CMP Update and direct staff to submit the Update to MTC.

Chair Kinsey asked for a motion.

**Commissioner Lundstrom moved and Commissioner Swanson seconded, that TAM adopt the 2005 CMP Update and direct staff to submit the Update to MTC. Motion carried unanimously by TAM.**

11. **First Reading of Amendments to Administrative Code Ordinance by Title only and Schedule Merit hearing for October 27, 2005**

Dianne Steinhauser, Executive Director, summarized the staff report and recommended that TAM waive the reading; and schedule the merit hearing for October 27, 2005.

Chair Kinsey asked for a motion.

**Commissioner Swanson moved and Commissioner Fredericks seconded, to waive the reading; and schedule the merit hearing for October 27, 2005.**

The item was opened to the public.

Karen Nygren, Marin resident, noted an omission that there is no reference to Technical Advisory Committee and Citizen's Oversight Committee alternates. Chair Kinsey agreed to discuss that matter during the merit hearing.

The public input was closed.

**Motion carried unanimously by TAM.**

*Commissioner Barr excused herself from the TAM meeting at 9:56 p.m.*

12. **Committee Appointments**
  - a) Technical Advisory Committee (TAC)
  - b) Citizens Oversight Committee (OC)

Dianne Steinhauser, Executive Director, summarized the staff report and recommended that TAM appoint Mary Jane Burke, Hamid Shamsapour, and Rabi Elias to the TAC, and William Petrocelli, Timothy Stanton, Scott Tye and Jane Scurich to the OC; and continue to actively solicit nominations for the TAC and OC and fill any remaining vacancies at a future meeting when applications are received from nominating organizations.

Chair Kinsey asked for a motion.

**Commissioner Eklund moved and Vice Chair Boro seconded, to appoint Mary Jane Burke, Hamid Shamsapour, and Rabi Elias to the TAC, and William Petrocelli, Timothy Stanton, Scott Tye and Jane Scurich to the OC; and continue to actively solicit nominations for the TAC and OC and fill any remaining vacancies at future a meeting when applications are received from nominating organizations. Motion carried unanimously by TAM.**

13. **Suggestions for Future Agenda Items - None.**
14. **Open Time for Items Not on the Agenda - None**

*Chair Kinsey adjourned the TAM meeting at 9:58 p.m.*